

# HULMEVILLE BOROUGH COUNCIL

## Meeting Minutes

December 6, 2021

The regular monthly meeting of the Hulmeville Borough Council was held on the above date at Borough Hall, 321 Main Street.

### **Councilmembers Present**

Thomas Wheeler, President  
Dan Mandolesi, Vice President  
Nicholas Toth  
Doug Harris  
Judy Coleman  
Nick Lodise

### **Staff in Attendance**

Diane McKairnes, Treasurer  
Dorothy Omietanski, Secretary  
Robert DeBias, Solicitor  
John Baran, Chief of Police  
Debbie Mahon, Mayor  
William Wheeler, Fire Marshall/Borough Manager

**Councilmembers Absent:** none

**Councilmembers Late to Arrive:** Doug Edge

**Staff Absent:** Kurt Ludwig, Water Authority

**Guests in Attendance:** Sheri Wheeler, Jim Herbert, Jim Pio, and Mike Wasson

**Call to Order:** Mr. Wheeler called the meeting to order at 7:31 pm; all those present joined in the Pledge of Allegiance.

### **Public Comment:**

- Parking on Reetz – Mr. Wasson stated there are a lot of issues regarding parking on Reetz especially people parking the wrong way on the street. Chief Baran has discussed the issue with the owner of the business on Reetz and will talk to them again. Mr. Wheeler stated the fire department has also had issues with cars parking along Reetz.

### **Minutes:**

**Motion made by Mr. Mandolesi seconded by Mr. Lodise to approve the minutes of November 1 and 16, 2021; Motion passed with all in favor 5-0-0.**

Note: Mayor arrived

### **Police Report:**

- Police Report - Mayor Mahon read the report for the month of November 2021: 20 Incidents, 1 Accidents, 9 Assists, 0 EMS, 16 Court, 0 Summary Citations, 28 Traffic Citations, 0 Criminal Arrests, 1 Parking and 0 Court for a total hour worked: 217 Total Salary \$5,630.50.
- Tree Lighting – Chief Baran stated the tree lighting went very well and was well attended. Thanks to Santa who did a great job.
- Constable Taser Updates – Mayor Mahon wanted to recognize Chief Baran for his volunteer work helping to update the constables' tasers.
- Life Insurance and Uniform Stipends – Mayor Mahon recommended council approve life insurance and an allowance for police uniforms for the Hulmeville Borough Police Department.

**Motion made by Mr. Mandolesi and seconded by Mr. Lodise to approve the expenditure for life insurance in the amounts of \$227.74 for Chief, 205.24 for Sergeant, \$192.24 for Office Dimeo and \$162.00 for Officer Rodger and \$250 per officer for uniforms; motion passed with all in favor 6-0-0.**

**Mayor:**

- Social Media Contract – Mayor Mahon distributed to council a proposed social media marketing agreement drafted by herself and Bill Wheeler. The contract would allow Steffany De Leo to manage the Borough Facebook page. Everything Ms. DeLeo posts will require prior approval and Mayor Mahon will act as the contact between her and anyone wishing to post information on the site. The Mayor requested that council review the agreement so it can be voted on at the next meeting.
- Tree Work – Mayor Mahon drafted a quote request for tree work that needs to be completed at Memorial Park. She sent the information to three tree services in the area. The work that needs to be done includes removing low hanging limbs, pruning and removing dead limbs to the various trees on the property.
- Quarterly Mayor Report – Mayor Mahon read the mayors report.

It is with much respect, that in my fourth year of my first term, and thanks to the Hulmeville Borough Council, our Solicitor, Secretary, Treasurer, Tax Collector, Fire Marshal/EMC, Water Authority and all boards and committees, and now our Borough Manager for their commitment to civic services. The Hulmeville Borough Police Department continues to make the needed improvements with your support and understanding to their many needs. I support everyone as you continue to make educated and forward moving decisions towards the growth and responsibilities to our Borough of Hulmeville.

**150<sup>th</sup> Committee:**

- Next Meeting – The December meeting was cancelled so the next meeting will be held on January 5<sup>th</sup> at Borough Hall. Mayor Mahon encourages all council to attend the meetings and events.
- Calendar – Mayor Mahon distributed to council a calendar of events and meetings for the 150<sup>th</sup> Committee for 2022.

**Stormwater/Floodplain/MS4:**

- Application Update – Gilmore has not heard back yet from FEMA/PEMA regarding the grant applications they submitted.

**TMDL / BMP's:** Permit years 2018-2022 – DEP will be doing permit inspections. Samantha Brinker from Gilmore and Associates will keep us informed of that inspection. Due to Covid-19, this has been postponed.

- TMDL No1: encouraged riparian forest buffers for all residents along the creek
- TMDL No 2: conduct site inspections to encourage storm water control measures
- TMDL No 3: installation of 2 deciduous trees in open space or within the borough proper
- TMDL No 4: reduce infiltration
- TMDL No 5: modify basins for increased infiltration reduction
- TMDL No 7: encouraged home owners to install rain barrels
- TMDL No 8: additional provisions:
  - Continued with the 4 leaf pick-ups through the fall/winter season
  - Sump Pump inspection enforcement
  - Decide on sediment reduction project
  - Lawn and garden pick up 4/1-12/1 weekly

**Borough Manager:** no report

**Fire Marshal:** no report

**Emergency Management Coordinator:**

- EOP – The EOP needs to be updated and Bill Wheeler should have the updates by January's meeting.

**Zoning/ Code Enforcement:** no report

**Water and Sewer:** no report

**Borough Property:**

- Leck Exterminating – Leck was due for their quarterly extermination of Borough Hall. Mr. Mandolesi contacted them ahead of time to make them aware of a wasp nest that needed to be removed on the property, which is an additional charge. Before they arrived, the nest fell down on its own so Mr. Mandolesi just wanted Ms. McKairnes to make sure they do not charge the Borough for removal of the nest.

**Trash:** no report

**Lights:**

- Michelle Court – Mr. Mandolesi reminded Mr. Lodise that there is a light that is not working correctly on Michelle Court. Mr. Lodise will have it repaired.

**Streets:**

- Road Paving Cost Assessment – Gilmore and Assoc went through the Borough and examined condition of all the Borough roads. They rate the roads 1-5, with 5 being the worse. The Borough has 6 roads with a 3.5 rating, 6 with a 3 rating, 9 with a 2 rating and 1 with a 1 rating. The total cost to repave the roads is approximately \$446,000. Gilmore did not look at sidewalks, just the roads. Included in the cost is raising the manholes, but Bill Wheeler needs an explanation on that cost. If the Borough is milling the road and repaving why would the manholes need raising? Bill Wheeler will continue to investigate the matter.

**Personnel:** no report

**Finance:**

- Budget 2022 –

**Motion made by Mr. Harris and seconded by Ms. Coleman to approve the budget of \$600,941.00 with assessed property value of \$8,810,750, value of a mill \$8,810.75, general fund tax of 14.5 mills, fire tax of 1.5 mills, per capita of \$5.00, Earned Income Tax of 1% and refuse collection fee of \$280.97 per EDU for 2022; Motion passed with all in favor 6-0-0.**

**Solicitor Report:**

- Ratification – Mr. DeBias stated council needs to ratify the actions taken at the November 16<sup>th</sup> work session.

**Motion made by Mr. Mandolesi and seconded by Mr. Lodise to ratify the actions taken at the November 16<sup>th</sup> work session; motion passed with all in favor 6-0-0.**

- Snow and Ice Contract – The snow and ice contract has been signed for a 3-year period.
- Leck Holiday Collection – All boroughs approved shifting trash collection one day for the five major holidays in 2022. A motion needs to be made by council to approve the adjustment to the collection

schedule, and Mayor Mahon could mention the change in the next newsletter as well as Bill Wheeler posting the information to website.

Note Doug Edge arrived 8:05pm

**Motion made by Mr. Lodise and seconded by Mr. Toth to approve the shift in trash pick-up dates from Wednesday to Thursday for Memorial Day, July 4<sup>th</sup>, Labor Day, Christmas and New Year's (2023) for 2022; motion passed with all in favor 7-0-0.**

- Isett Updates – Mr. DeBias distributed to council a status report from Isett and Associates dated December 6, 2021.
- RDA – The Borough received the final payments from the RDA for the grant projects for 2021. The only outstanding grant for 2021 is Peace Valley and they are confident they will spend the money before the end of the year. Peace Valley is scheduled to open their doors to the public this spring and have offered for any council person interested to tour the facilities.
- Meeting Schedule 2022 – Tom Wheeler distributed the proposed meeting schedule for 2022. There are several conflicting dates that need to be addressed. Bill Wheeler will work with Ms. Omietanski to iron out the dates and submit it for approval at the work session.

**Treasurer's Report:** Treasurer's Report for December 6, 2021 was made available for inspection:

• <b>General Fund Checking</b> Balance as of November 1, 2021:	\$ 153,154.19
Expenses Totaled:	\$ -29,693.07
Income Totaled:	<u>\$ 54,984.15</u>
General Fund Checking Balance as November 30, 2021:	\$ <b>178,445.27</b>
• <b>Sewer Fund Checking</b> Balance as of November 1, 2021:	\$ 41,042.48
Expenses Totaled:	\$ -22,405.81
Income Toted:	<u>\$ 27,022.82</u>
Sewer Fund Checking Balance as of November 30, 2021:	\$ <b>45,659.49</b>
• <b>Sewer Fund PLGIT</b> Balance as of October 1, 2021:	\$ 220,771.48
Deposit	<u>\$ 5.29</u>
Sewer Fund PLGIT Balance as of November 30, 2021	\$ 220,776.77
• <b>Highway Aid PLGIT</b> Balance as of October 29, 2021:	\$ 72,037.75
Interest	\$ 0
Deposit	\$ 1.73
Expenses	<u>\$ 0</u>
Highway Aid PLGIT Balance as of November 30, 2021:	\$ <b>72,039.48</b>
• <b>General Fund PLGIT</b> Balance as of October 29, 2021:	\$ 840,798.97
Interest	\$ 0
Deposits	\$ 4,989.13
Expenses Total:	<u>\$ -292.00</u>
General Fund PLGIT Balance as of October 29, 2021:	\$ <b>845,496.10</b>

**Bills:** A copy of the bill list dated December 1, 2021 was provided to Council and offered for review by the public.

- **General Fund** beginning balance as of November 30, 2021: \$ 137,386.16  
    ending balance as of December 27, 2021: \$ 113,787.49

